



## Terms of Reference for Software Consultant

### 1. Introduction:

The Department of National Registration (DNR) is responsible for managing citizen registration and related services. To enhance the efficiency and user-friendliness of its systems, DNR is seeking the expertise of a Software Consultant to address various issues and implement improvements in its existing software applications.

### 2. Scope of Work:

Under the guidance and supervision of DNR, the Software Consultant will be responsible for the following tasks:

#### 2.1 Issuance for Council

- Design and implement a system to automate the issuance process of various documents and cards by the council. This involves creating a workflow that allows council staff to generate, approve, and dispatch documents efficiently.

#### 2.2 Application for Council

- Develop an application portal that enables the council to manage the online services. The portal should include form submissions, document uploads, and status tracking.

#### 2.3 Biometrics Collection

- Implement a secure and efficient system for collecting biometric data as part of the application process. This system must ensure data privacy and security in compliance with national regulations.

#### 2.4 Household Registry

- Develop a digital household registry that captures and stores and verifies information about homes and family compositions.

#### 2.5 Birth Registration Portal

- Create a backend for online portal that allows citizens to register births. This portal should facilitate the submission of required documents and enable the tracking of application status.

#### 2.6 Name Registry Schema

- Integrated with the Islamic Ministry for validation of names according to cultural and religious standards.

## 2.7 Birth Registry

- Implement a system for registering births, including the issuance of Foolhumai certificates.

## 2.8 Death Registry

- Develop a system for registering deaths, enabling the issuance of death certificates, and ensuring accurate record-keeping for governmental and statistical purposes.

## 2.9 Foreigner Registry Schema

- Create a comprehensive database schema to register foreigners, capturing all relevant information required for legal and administrative processes.

## 2.10 Marriage Registry Schema

- Design a digital registry for marriages, including the development of a database schema that accommodates all necessary data points for registration and certification.

## 2.11 Guardian Foster Registry

- Develop a system to register guardians and foster arrangements, integrating with the Gender Ministry to ensure compliance with legal and welfare standards.

## 2.12 Citizenship Registry Schema:

- Implement a registry for citizenship records, including a schema that facilitates the storage, retrieval, and management of citizenship data.

## 2.13 Current Address Registry

- Establish a system for maintaining up-to-date records of citizens' current addresses, essential for communication, legal, and administrative purposes.

## 2.14 Single Sign-On

- Implement a Single Sign-On (SSO) solution to allow users seamless access to various digital services with one set of login credentials, enhancing user experience and security.

## 2.15 Bulk SMS

- Develop a system for sending bulk SMS messages for notifications, alerts, and communications to citizens, ensuring high deliverability and compliance with telecommunications regulations.

## 2.16 Payment Management

- Integrate a payment management system, Bandeyri Pay, to facilitate online payments for services, fines, and fees, ensuring secure and efficient financial transactions.

## 2.17 Nares Existing Features Migration

- Oversee the migration of existing features from the Nares system to the new software platform, ensuring data integrity and system compatibility.

### 3. Required Expertise and Qualifications

- 3.1 Bachelor's degree in computer science, Software Engineering, or related field and a minimum of 10 years of experience in software development and consulting.
- 3.2 Proficiency in programming languages and technologies relevant to software development, including strong expertise in C#.NET Core and PHP. Familiarity with related technologies such as ASP.NET, Entity Framework, LINQ, and popular PHP frameworks is also essential.
- 3.3 Experience with database management systems and software integration, demonstrating competence in SQL Server, MySQL, or other relational databases. This includes a strong foundation in database design principles, normalization, and optimization techniques for both transactional and analytical systems.
- 3.4 Expertise in systems design, with the ability to architect robust, scalable, and efficient software systems. This includes knowledge of software architecture patterns (e.g., microservices, MVC), API design principles, and cloud architecture strategies.
- 3.5 Strong problem-solving skills and the ability to work independently on complex software development projects.
- 3.6 Excellent communication and collaboration skills, capable of working effectively with cross-functional teams and engaging with stakeholders at all levels.
- 3.7 Knowledge of modern software development practices and architectures, including cloud and internal services to support scalable and efficient application development.
- 3.8 Understanding of software security best practices, including experience with implementing authentication, authorization, and encryption solutions to protect sensitive data and applications.

### 4. Immediate Supervisor and Reporting:

The Software Consultant will report directly to the Head of the IT Department at the Department of National Registration.

### 5. Monthly Remuneration:

The monthly remuneration package for the Software Consultant is negotiable based on qualifications and experience.

### 6. Contract Duration:

The contract duration for the Software Consultant position is 6 months from the date of signing. If needed extensions to complete the entire scope of work can be discussed provided sufficient progress.

